



# The Corporation of the Town of Milton

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Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: June 24, 2024

Report No: ES-018-24

Subject: Purchasing Various - June 24, 2024

Recommendation: **THAT Council approve the budget amendments and related funding sources as outlined on Schedule A.**

**THAT the delegated authority to award the tender for Stormwater Management Facility Rehabilitation in the estimated amount of \$1,203,000 (excl. HST) be approved as outlined in Schedule B.**

**THAT the delegated authority to award the tender for Storm Sewer Rehabilitation in the estimated amount of \$1,708,230, (excl. HST) be approved as outlined in Schedule C.**

**THAT the contract renewal for Winter Control Program be renewed with Associated Paving, Blue Chip Building Restoration Ltd. and Duff Contracting in the total amount of \$1,022,911 (excl. HST) as outlined in Schedule D.**

**THAT the contract extension award to Clear Risk Inc. for the Claim Management Software Licensing & Support in the total amount of \$65,866.50 (exclusive of HST) be approved as outlined on Schedule E.**

**THAT the contract increase award to Motorola for the purchase, installation and configuration of new Motorola radio consoles in the total amount of \$495,229 (exclusive of HST) be approved as outlined on Schedule F.**

**THAT the contract increase award to GM BluePlan (now GEI Consultants) for Consulting Services to provide a Guiderail Asset Management Plan in the total amount of \$8,235 (exclusive of HST) be approved as outlined on Schedule G.**

**THAT the delegated authority to award the contract renewal to Marsh Canada for The Town's Insurance Policy Portfolio and**



Report To: Council

**Risk Management Services be approved as outlined in Schedule H.**

**THAT the Manager, Purchasing and Supply Chain Management be authorized to execute the contract(s), as outlined by the purchasing by-law, and the Mayor and the Town Clerk be authorized to sign any required paperwork.**

## EXECUTIVE SUMMARY

This report is being submitted to obtain Council's authorization on the item in the attached schedule. Requests are being made as per the guidelines outlined in the Purchasing By-law No. 061-2018.

## REPORT

### Background

Procurement of goods and services is governed by By-law No. 061-2018. Purchasing activity is undertaken in a manner that is intended to support the Town's mandate to provide effective, responsible government and efficiently deliver services to the residents of Milton.

### Discussion

Information pertaining to the recommended purchasing awards is included on the corresponding Schedules (A to H) attached.

Included within this report is a request for delegated authority to award the tender for Stormwater Management Facility Rehabilitation in the estimated amount of \$1,203,000 (excl. HST) and delegated authority to award the tender for Storm Sewer Rehabilitation in the estimated amount of \$1,708,230, (excl. HST). Both tenders are scheduled to close in early July. Delegated authority is being requested in order to allow initiation of the works to occur as soon as possible following the tender closing date in an effort to support the project schedule.

Contract renewals in relation to the 2024-2025 winter control program are being recommended in the total amount of \$1,022,911. This award includes 20 units of equipment and are allocated amongst three different vendors within the terms of the existing contracts that resulted from previous tender processes. Staff will report back to Council separately at a later date with respect to recommendations for the remaining twenty-one (21) units of equipment that are required to administer the winter control program.



## Discussion

The contract increase to Motorola for the purchase, installation and configuration of new Motorola radio consoles in the total amount of \$495,229 (exclusive of HST) is required in relation to the Next Generation 911 (NG911) compliance that Milton Fire Rescue Service (MFRS) is undergoing. This is a significant technological modernization to enhance the Town's communication capabilities. To ensure seamless integration and compatibility with existing radio and communications systems, five additional radio consoles are required.

There is also a request for a contract increase to GM BluePlan (now GEI Consultants) for Consulting Services as part of the Guiderail Asset Management Plan in the total amount of \$8,235. A two-year contract extension in relation to the Town's risk management software is also recommended in order to ensure certainty in the service and pricing during that term.

Finally, there is a request for delegated authority to proceed with a renewal of the RFP award for the Town's insurance policy portfolio and risk management services to Marsh Canada for a period of one year. Staff will report back the final amount once pricing has been confirmed through the Town's broker.

## Financial Impact

Financial impacts are outlined in detail on the attached Schedules A through H. Funding from the project variance account of \$503,945 is recommended to fund the radio consoles that are needed in relation to the NG911 initiative. Similar to successful funding applications that Milton had in prior phases of this initiative, the Town is pursuing external grant funding opportunities for this investment to help recover this investment.

Based on the latest cost estimates, favourable variances are expected in the tender results for the Storm Facilities and Storm Sewer rehabilitation projects. The final award amounts will be determined through the upcoming tender processes, at which time the potential to return the favourable variances will be revisited.

Respectfully submitted,

Glen Cowan  
Chief Financial Officer / Treasurer



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For questions, please contact: Sharon Telfer, Manager, Purchasing and Supply Chain Management Phone: Ext. 2138  
Shirley Xie, Supervisor, Financial Reporting Phone: Ext. 2472

## Attachments

- Schedule A – Reserve and Reserve Fund Transfers
- Schedule B – Delegated authority to award Stormwater Management Facility Rehabilitation
- Schedule C – Delegated authority to award Storm Sewer Rehabilitation
- Schedule D – Contract renewal for Winter Control Program
- Schedule E – Contract extension for the Claim Management Software Licensing & Support
- Schedule F – Contract increase for Motorola radio consoles
- Schedule G – Contract increase for Guiderail Asset Management Plan
- Schedule H – Delegated authority for contract renewal for Insurance Policy Portfolio and Risk Management Services

Approved by CAO  
Andrew M. Siltala  
Chief Administrative Officer

## Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.

**Summary of Changes in Capital Project Budgets and Funding**

<b>Schedule</b>	<b>B</b>	<b>Total Change in Funding Sources Increase / (Decrease)</b>
<b>Project Number</b>	<b>C24002723</b>	
<b>Project Description</b>	<b>Radio Communications</b>	
<b>Total Approved Project Budget</b>	<b>\$ 1,155,458</b>	
Project Variance Account	503,945	503,945
<b>Total Increase/(Decrease) in Funding</b>	<b>503,945</b>	<b>\$ 503,945</b>
<b>Total Revised Project Budget</b>	<b>\$ 1,659,403</b>	

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
DELEGATED AUTHORITY**

<b>Project Award</b>	Delegated Authority - Tender Award No. 24-01-00510 for Stormwater Management (SWM) Facility Rehabilitation
<b>Recommendation</b>	<b>Staff are recommending delegated authority to award the tender for the SWM Facility Rehabilitation in the estimated amount of \$1,203,000 (excl. HST). Staff will report the results back to Council for information.</b>
<b>Purpose of Report</b>	As per Section 10.01 of Purchasing By-law No. 061-2018, Council approval is required for tender awards over \$1,000,000.
<b>Background information</b>	<p>The SWM Facility Rehabilitation project includes the rectification of miscellaneous deficiencies (concrete repairs to inlet/outlet structures, access route improvements, minor grading works, removal of debris and excess vegetation etc.) at 11 stormwater management ponds.</p> <p>In 2021, WSP (then Wood) was originally retained by the Town under RFP 21-051-03 (Consultant Roster Competitive Award Assignment – Stormwater Rehabilitation Project; March 10, 2021) to undertake a number of different stormwater management facility (SWMF) rehabilitation works. One of the scope components was to develop a miscellaneous deficiencies rehabilitation tender for approximately 22 different SWMFs. However, based on a number of different factors including budgetary constraints, only five (5) SWMFs were included in Tender RFT-22-01-00514 (Ponds 8, 11, 20, 30 and 34). The works were successfully completed in the fall of 2022.</p> <p>Based on WSP’s April 2023 reporting, it was proposed that for ponds where a near-term sediment removal/cleanout was proposed, any deficiency works would be deferred and completed as part of a future tender. Based on this approach, and removing the works that were completed in the fall of 2022, a total of eleven (11) SWMFs were noted as being included in the planned stand-alone SWMF maintenance tender. This includes SWMFs (ponds) 1, 3, 5, 6, 9, 14, 15, 28, 31, 56 and 57.</p> <p>The tender for the SWM Facility Rehabilitation has an anticipated closing date in early July 2024. As such, delegated authority is requested at this time in order to help accelerate the contract award and allow the contractor to start work as soon as reasonably possible.</p>

<b>Financial Planning Section: Budget Impact</b> (Note 1)	
<b>Account Number(s)</b>	C43000124-A0821-7710
<b>Account Description</b>	Stormwater Pond Maintenance – Construction
<b>Project Total Budget</b>	\$ 2,089,906
<b>Contract Budget</b>	\$ 1,630,000
<b>Project Actual</b> (Note 2)	\$ 1,224,173
<b>Variance</b>	\$ 405,827 (F)
<b>Funding Source</b>	Project Variance Account

Note 1: Financial impact includes any non-refundable portion of HST

Note 2: The current engineering estimate indicates a favourable variance to budget. Staff are recommending that the favourable variance remain in the project account until the actual costs are confirmed when the construction tender closes. The actual variance will be identified to Council when staff report back on this award.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
DELEGATED AUTHORITY**

<b>Project Award</b>	Delegated Authority - Tender Award No. 24-01-00509 for Storm Sewer Network Rehabilitation
<b>Recommendation</b>	<b>Staff are recommending delegated authority to award the tender for the Storm Sewer Rehabilitation Project in the estimated amount of \$1,708,230 (excluding HST). Staff will report the results back to Council for information.</b>
<b>Purpose of Report</b>	As per Section 10.01 of Purchasing By-law No. 061-2018, Council approval is required for tender awards over \$1,000,000.
<b>Background information</b>	<p>The Storm Sewer Rehabilitation project includes localized improvements to sections of pipes or structures which combine make up the storm sewer network.</p> <p>In 2023, The Town completed CCTV Investigation for approximately 10 km's of the storm sewer under sections of road identified for asphalt overlay in the coming years. Subsequently, a 2 year rehabilitation program has been created which will rectify noted deficiencies. This contract will focus on trenchless rehabilitation using CIPP Liner's and aims to be completed by the end of 2024. A subsequent construction contract will follow in 2025 and will focus on correcting the remaining deficiencies using open cut restoration.</p> <p>Based on the consultant's pre-tender estimate, the total cost is approximately \$1,708,230 (excluding HST)</p> <p>The tender for the Storm Sewer Rehabilitation Project has an anticipated closing date in early July 2024, as such delegated authority is being requested at this time in order to accelerate the contract award and allow the contractor to start work as soon as reasonably possible.</p>
<b>Financial Planning Section: Budget Impact</b> (Note 1)	
<b>Account Number(s)</b>	C43000423-A0821-7650
<b>Account Description</b>	Storm Sewer Network Program – Construction
<b>Project Total Budget</b>	\$ 3,633,480
<b>Contract Budget</b>	\$ 2,671,651
<b>Project Actual</b> (Note 2)	\$ 1,738,295
<b>Variance</b>	\$ 933,356 (F)
<b>Funding Source</b>	Project Variance Account /Federal Gas Tax

Note 1: Financial impact includes any non-refundable portion of HST



Note 2: The current engineering estimate indicates a favourable variance to budget. Staff are recommending that the favourable variance remain in the project account until the actual costs are confirmed when the construction tender is closed. The actual variance will be identified to Council when staff report back on this award.

## COUNCIL AUTHORITY FOR CONTRACT AWARDS CONTRACT RENEWALS

<b>Project Award</b>	Contract Renewals for the 2024/2025 Winter Control Program – Equipment and Operator						
<b>Recommendation</b>	<p>Staff are recommending the award of the contract renewals for winter control services for a combination of various contracts for years three to five for the 2024/2025 winter season, in the estimated total amount of \$1,022,911 (exclusive of tax) as noted below:</p> <table border="1" data-bbox="621 537 1560 684"> <tr> <td data-bbox="621 537 1203 585"><b>Associated Paving</b></td> <td data-bbox="1203 537 1560 585"><b>\$31,700</b></td> </tr> <tr> <td data-bbox="621 585 1203 634"><b>Blue Chip Building Restoration Ltd.</b></td> <td data-bbox="1203 585 1560 634"><b>\$908,211</b></td> </tr> <tr> <td data-bbox="621 634 1203 684"><b>Duff Contracting</b></td> <td data-bbox="1203 634 1560 684"><b>\$83,000</b></td> </tr> </table>	<b>Associated Paving</b>	<b>\$31,700</b>	<b>Blue Chip Building Restoration Ltd.</b>	<b>\$908,211</b>	<b>Duff Contracting</b>	<b>\$83,000</b>
<b>Associated Paving</b>	<b>\$31,700</b>						
<b>Blue Chip Building Restoration Ltd.</b>	<b>\$908,211</b>						
<b>Duff Contracting</b>	<b>\$83,000</b>						
<b>Purpose of Report</b>	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.						
<b>Background information</b>	<p>The Town of Milton requires contracted equipment and operators to provide winter maintenance on both Town and Regional roads (as part of the Regional Maintenance Agreement). These contracts supplement the services provided by Town staff.</p> <p><b><u>Contract Renewals</u></b></p> <p>The Town has issued winter control tenders on an annual basis for a portion of the requirements, for a potential contract term of up to five years. This has ensured that the Town will potentially have a 20% turnover in contractors, ensuring that services can be delivered effectively and efficiently. This renewal encompasses twenty (20) units of various types of equipment including Tandems, Single Axles, Loaders and Graders.</p> <p>These contracts include a MTO fuel index calculation, which are reconciled monthly. The index is used by the Province and many municipalities to manage fluctuating fuel costs through the term of the contract. This ensures that the contractors don't carry the risk of higher fuel costs and the Town benefits by not having to pay higher rates to cover the risk.</p> <p>The estimated cost of the contract renewals includes a combination of the standby rate and hourly call out rates. Potential future MTO fuel index changes have not been included in the estimates.</p> <p>The total estimated contract renewal amount for all twenty (20) units is \$1,022,911 (exclusive of tax) for the 2024/2025 winter season. The total overall cost increase for the contract renewals is 1.55%. The contract renewal amount is an estimate, the cost to</p>						

**Schedule D**

	<p>be incurred will be based on the actual call out hours required during the contract term.</p> <p>Staff will report back to Council separately at a later date with respect to recommendations on the award of the remaining twenty-one (21) units of equipment that are required to administer the winter control program.</p>
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**Financial Planning Section: Budget Impact** (Note 1)

<b>Account Number(s)</b>	0690-0690-3740	0969-0690-3740
<b>Account Description</b>	Winter Control	Region Winter Control
<b>Contract Budget</b> (Note 2)	\$184,456	\$122,971
<b>Actual</b> (Net of HST Rebate) (Note 2)	\$187,365	\$124,910
<b>Variance</b> (Note 3)	\$2,908 (U)	\$1,939 (U)
<b>Funding Source</b>	Operating Budget	Regional Recovery (Note 4)

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: Contract budget and actual reflect the estimated amount for the remaining winter months for fiscal 2024. Costs associated with fiscal 2025 will be considered in the development of the 2025 budget.

Note 3: Contract actuals are an estimate only, which will vary depending on weather conditions and will be monitored by program area staff. Any variances will be reported through the variance process.

Note 4: Winter maintenance costs for Regional Roads are recovered from the Region of Halton.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
CONTRACT EXTENSION**

<b>Project Award</b>	Contract Extension – Claim Management Software Licensing & Support
<b>Recommendation</b>	<b>Staff is recommending the contract for the Claim Management Software Licensing &amp; Support be extended with Clear Risk Inc. for a two (2) year period, in the amount of \$65,866.50 (exclusive of HST).</b>
<b>Purpose of Report</b>	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
<b>Background information</b>	<p>Through CORS-060-23, Council approved the award of the Claim Management Software Licensing &amp; Support with Clear Risk Inc. for a one (1) year term, in the estimated amount of \$52,000. The estimated amount was comprised of \$32,000 operating and \$20,000 capital.</p> <p>The Town entered into direct negotiations with Clear Risk Inc., which resulted in a predictable pricing schedule if the Town enters into a three (3) year term of agreement, as their pricing model is built on term lengths.</p> <p>The first term of the contract was authorized through CORS-060-23 in the total amount of \$30,600 (exclusive of HST). This contract extension for an additional two (2) year term is requested in the total amount of \$65,866.50 (exclusive of HST). Pricing from the initial contract term will increase by 5% for each year of this extension term. July 28, 2025 to July 27, 2026 in the amount of \$32,130 and July 28, 2026 to July 27, 2027 in the amount of \$33,736.50.</p>
<b>Financial Planning Section: Budget Impact</b> (Note 1)	
<b>Account Number(s)</b>	2216-3945
<b>Account Description</b>	Service Agreements
<b>Project Total Budget</b>	N/A
<b>Contract Budget</b>	\$ 32,000
<b>2025 Actual</b> (Net of HST Rebate) (Note 2)	\$ 31,638
<b>Variance</b> (Note 3)	\$ 362 (F)
<b>Funding Source</b>	Operating Budget

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: Contract actual represents 2025 costs.

Note 3: The increased contract value will be considered in the development of 2025 budget.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
CONTRACT INCREASE**

<b>Project Award</b>	Contract Increase – Radio Console Upgrades
<b>Recommendation</b>	<b>Staff is recommending approval to proceed with a contract increase to Motorola for the purchase, installation and configuration of new Motorola MCC 7500E radio consoles, in the amount of \$495,229 (exclusive of HST).</b>
<b>Purpose of Report</b>	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
<b>Background information</b>	<p>Milton Fire Rescue Service (MFRS) is undergoing significant technological modernization to enhance its communication capabilities in order to continue to support the needs of a growing municipality and ensure Next Generation 911 (NG911) compliance by March 2025 as mandated by the Canadian Radio-television and Telecommunications Commission (CRTC). As part of NG911 requirements, MFRS must maintain full operational capabilities for emergency call taking and dispatching operations at both a primary and secondary (backup) location.</p> <p>MFRS relies on specialized radio communications equipment to support its emergency communications and dispatching operations. MFRS currently relies on a pair of aging Motorola MCC 7500 radio dispatch consoles at its primary call taking location. MFRS does not presently have MCC 7500 radio dispatching capabilities at its backup call taking location.</p> <p>In order to continue to provide efficient and reliable emergency communications and dispatching services within a growing community, MFRS must expand its existing technology setup to allow for multiple simultaneous call taking and dispatching positions at both the primary and backup call taking locations. All radio dispatch consoles must be identical at each location to maintain uniformity, supportability and ensure full compatibility with existing equipment. To ensure seamless integration and compatibility with existing radio and communications systems, five additional radio consoles are required. (3) MCC 7500E are required in the Town's primary fire communication center. An additional (2) MCC 7500E are required at the Town's backup communication center.</p> <p>The Motorola MCC 7500E dispatch console will provide Milton Fire with the confidence of state-of-the-art secure radio communications, seamless IP-based connectivity, a flexible system architecture with scalable components and efficient, centralized console management. Both the primary and backup</p>

**Schedule F**

	<p>fire communication centers will be required to connect to a master communication site at Halton Regional Police Services (HRPS).</p> <p>Through CORS-060-23 Schedule F, Motorola was awarded a limited tendering contract in the amount of \$118,309 for the supply of radio equipment for the Transit buses and Fire vehicles in 2024. Staff are requesting a one-time contract increase of \$495,229 (excluding HST) funded via the project variance account to allow for the purchase, installation and configuration of new Motorola MCC 7500E radio consoles.</p>
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<b>Financial Planning Section: Budget Impact</b> (Note 1)	
<b>Account Number(s)</b>	C24002723-A0410-7130
<b>Account Description</b>	Radio Communications
<b>Project Total Budget</b>	\$1,155,458
<b>Contract Budget</b>	\$0
<b>Actual</b> (Net of HST Rebate)	\$503,945
<b>Variance</b> (Note 2)	\$503,945 (U)
<b>Funding Source</b>	Project Variance Account

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: The Town will initially fund this purchase but will be evaluating options for reimbursement through grant funding opportunities, similar to the previous phases of the NG911 initiative.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
CONTRACT INCREASE**

<b>Project Award</b>	Contract Increase - Guiderail Asset Management Plan
<b>Recommendation</b>	<b>Staff is recommending approval to proceed with a contract increase to GEI Consultants for Guiderail Asset Management Plan, for formal review of two areas that may require guiderails, in the total amount of \$8,235 (exclusive of HST).</b>
<b>Purpose of Report</b>	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
<b>Background information</b>	<p>The current contract awarded to GM BluePlan (now GEI Consultants) for Consulting Services to provide a Guiderail Asset Management Plan in the amount of \$45,813 (exclusive of HST), on PO# C-22-32 Release #11. There have been no change orders on the project to date.</p> <p>This contract increase, in the amount of \$8,235 (exclusive of HST) is for formal review of two areas that may require guiderails to be installed:</p> <ul style="list-style-type: none"> <li>• area along 6th Line, near 7201 6<sup>th</sup> Line</li> <li>• area along Lower Baseline, near 2026 Lower Baseline</li> </ul> <p>The unit rates for this change order are in line with the overall consulting roster unit rates for GM Blue Plan (GEI Consultants).</p> <p>The new contract total will be \$54,048.00 (exclusive of HST).</p>

**Financial Planning Section: Budget Impact** (Note 1)

<b>Account Number(s)</b>	C30011523
<b>Account Description</b>	Guide Rail Study/Asset Management Plan
<b>Project Total Budget</b>	\$75,907
<b>Contract Budget</b>	\$0
<b>Actual</b> (Net of HST Rebate)	\$8,380
<b>Variance</b>	\$8,380 (U)
<b>Funding Source</b>	Reallocation of line items within the project

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: The unfavourable variance will be managed through the reallocation of other expenditure lines within the project.

## COUNCIL AUTHORITY FOR CONTRACT AWARDS DELEGATED AUTHORITY

<b>Project Award</b>	Delegated Authority is requested to award the renewal of the Town's insurance policy portfolio and risk management services.																		
<b>Recommendation</b>	<b>Staff are requesting delegated authority to proceed with a renewal of the RFP award for the Town's insurance policy portfolio and risk management services to Marsh Canada for a period of one year.</b>																		
<b>Purpose of Report</b>	As per Section 10.1(j) of Purchasing By-law No. 061-2018, Council approval is required.																		
<b>Background information</b>	<p>The RFP for Insurance and Risk Management Services was awarded to JLT Canada (now Marsh Canada) on CORS-061-16 for a three (3) year period (January 1, 2017-December 31, 2019). There was an option to renew for additional years. The contract has since been renewed with the most recent term ending June 30, 2024.</p> <p>The following outlines the premiums over the contract period:</p> <table border="1" data-bbox="662 947 1523 1283"> <thead> <tr> <th colspan="2">5 Year Total Premium Comparison (incl. taxes and fees)</th> </tr> </thead> <tbody> <tr> <td>2017</td> <td>\$728,785</td> </tr> <tr> <td>2018</td> <td>\$771,667</td> </tr> <tr> <td>2019</td> <td>\$796,109</td> </tr> <tr> <td>2020</td> <td>\$844,900</td> </tr> <tr> <td>2021</td> <td>\$806,681</td> </tr> <tr> <td>2022</td> <td>\$1,090,926</td> </tr> <tr> <td>2023</td> <td>\$1,327,195</td> </tr> <tr> <td>2024 (6 months - January to June)</td> <td>\$640,811</td> </tr> </tbody> </table> <p>Included within the changes above is consideration for the growth of the community and the Town's assets and services, including the addition of new facilities (such as the Sherwood Community Centre) as well as additional lane kilometers of roadways that are either constructed or assumed. The decrease in premium for the 2021 term is as a result of the discontinuation of the Excess WSIB Insurance Policy as outlined in Report CORS-048-21. The results of the 2023 renewal process were outlined in report CORS-016-23. As shown above, through that process the Town re-aligned its term such that most of the policies will be effective beginning July 1 each year.</p> <p>Staff have been engaged with Marsh regarding the 2024 renewal and alternatives since early in the year. This process has included an update to a variety of datasets related to the Town and its operations, and discussions with respect to coverage alternatives.</p>	5 Year Total Premium Comparison (incl. taxes and fees)		2017	\$728,785	2018	\$771,667	2019	\$796,109	2020	\$844,900	2021	\$806,681	2022	\$1,090,926	2023	\$1,327,195	2024 (6 months - January to June)	\$640,811
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## Schedule H

	<p>Similar to the 2023 renewal process, these alternatives have included consideration of alternative deductible levels for some of the Town's policies, as the Town may look to increase certain deductible levels in 2024 with consideration of the rising premium costs, related administrative impacts and risk transfer.</p> <p>At the time of this report, staff continue to work through the renewal process with Marsh and the delegation of authority to award will allow the Town to receive full details on coverage and pricing options while still ensuring that the renewal is executed in advance of the renewal date.</p> <p>The results of the renewal will be reported back to Council following completion of the renewal terms. Through that report staff will also provide an update on next steps anticipated with respect to future sourcing of insurance policy portfolio and risk services.</p>
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### Financial Planning Section: **Budget Impact** (Note 1 & 2)

<b>Account Number(s)</b>	Various Departments – 3799
<b>Account Description</b>	Insurance
<b>Project Total Budget</b>	N/A
<b>Contract Budget</b> (Note 3)	\$826,860
<b>Actual</b> (Net of HST Rebate)	To be determined upon contract renewal award
<b>Variance</b>	To be determined upon contract renewal award
<b>Funding Source</b>	2024 Operating Budget

Note 1: Financial impact includes the applicable non-rebatable Ontario insurance tax of 8%.

Note 2: Any resulting financial impact as a result of the contract renewal will be reported back to Council following completion of the renewal terms.

Note 3: Represents budget remaining for 2024.